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Meeting 2010-08-10

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Governors State University

Civil Service Senate

Minutes

Tuesday, August 10, 2010

11:00 a.m. – Room D1496

Meeting was called to order at 11:05 a.m. by Laura Owens. Roll call was done by Lynne Clayton.

Present: Lynne Clayton, Paula Cosenza, Andrea Dal Polo, Joyce Giroux, Shelina Jenkins, Sheryl Jones-Harper, Sandi Kawanna, Bill Kelly, Marlene Lees, Eric Nicholson, Laura Owens, Gina Ragland-Owolabi, Renee Rainey, Kelly Robinson, Karen Sinwelski, Karen Stuenkel, Pam Taylor, Cynthia Woodard

Guests: Maureen Bendoraitis, Pulchratia Kinney-Smith

Excused: Tiffani Malvin, Kathy Miller, Crystal Richards, Raquel Rios-Aguirre, Pat Smith

Absent: Raymond Foster

Welcome and Comments – New Civil Service Senate President, Laura Owens, welcomed everyone and thanked everyone for their trust and faith in her as she takes on this new position. She also welcomed and congratulated the new officers: Vice-President, Sheryl Jones-Harper, Financial Secretary, Joyce Giroux and Recording Secretary, Lynne Clayton .

Approval of Minutes:

July minutes were read. Changes to be made: Laura Owens to be added to the Excused list. A motion from Kelly Robinson was made to approve the minutes with the one change; Sandi Kawanna seconded. All were in favor.

Committee Reports:

1. **Governance Committee** – Eric Nicholson – Nothing to report. All new executive officers were acknowledged and welcomed.
2. **Affairs Committee** – Renee Rainey – Renee reported that the plans for the GSU Picnic for this Thursday, August 12th, are going very well. She then talked about how the Civil Service Picnic became the university wide event. Gail Bradshaw of the GSU Spirit Committee, approached then president, Kathy Miller and the Affairs Committee about throwing in with the Civil Service Senate in producing this event, so as not have to reinvent the wheel. The pros were that the GSU Spirit Committee, with backing from the executive offices, had lots of money to bring to the event which allows us to not only cater the event with a larger menu, but also to add decorations to the festivities. In hindsight, Renee realized that before the Affairs Committee agreed to this plan, they should have brought it to the full Civil Service Senate for their consent and vote. She apologized for this oversight and promised to

be more cognizant of that fact in any future events or activities. She also suggested that after the picnic on Thursday, the Affairs Committee, as well as the full senate can discuss how successful this merger was and also determine that if the GSU Picnic becomes an annual event, if another event or activity can be planned earlier or later in the year that focuses on and celebrates civil service employees only.

Some of the senators expressed concerns about the time allotted for civil service employees to attend the event since now that it is open to the whole GSU community, office coverage is a very real concern to the supervisors of each department and unit. Laura Owens expressed the hope that this GSU Picnic will serve as a “team builder” rather than a “taking over” event.

There was a lively discussion on whether the Annual Cook Out was still a viable option considering that it needs to be organized and up and running by Monday, August 16th. Since it is such a huge money maker for the Senate, it was agreed to go forward with it, and a motion to create an ad hoc Cook Out committee that would also include the Affairs Committee was made by Sheryl Jones-Harper and seconded by Shelina Jenkins, both of whom will join this Ad Hoc Committee. The motion was carried. This committee will plan and facilitate the cook out for next week. Joyce Giroux volunteered to set up the PO for GSF roughly in the ballpark of \$800.00 to help get the Cook Out event moving.

3. **Educational Assistance Award** – Lynne Clayton informed the Senate that the three winners of the Educational Assistance Award for SS10 and which the senate approved awarding last month, were Robert Buhs, son of Jennie Buhs in the School of Interdisciplinary Learning, Daniel Gould, husband of Jennifer Gould in the Department of Public Safety and Chayla Wilson employee in Student Life.

Lynne also suggested to the senate that since there are only a smattering of applications historically for the Spring/Summer session, and as we move into a semester system with the summer session now being only 11 weeks that the Educational Assistance Award be awarded (if warranted) as follows: Fall semester – 5 awards from 4, Spring semester – 5 awards from 4, summer session – 2 awards from 4, which still maintains a total of 12 awards for the year. Lynne Clayton made the motion to adopt this award structure, Joyce Giroux seconded. All were in favor.

4. **EAC Report** – Maureen Bendoraitis – Maureen informed the Senate that there were two items of interest at the most recent EAC meeting. The first was that the State Universities Civil Service System would be phasing out the “Pilot Program” at the end of August. This program allowed for departments and units (especially for highly technical positions) to request a more specialized application pool for job openings and did not limit their interview process to the traditional three top scoring candidates. Starting in September, the “Rule of 3” will apply for all open positions meaning only the three top scoring candidates

with be interviewed. Maureen went on record to say that she voted against this, but was out voted.

The second item of business was that the EAC Committee would be inviting GSU Board Member, Kristi DeLaurentiis as a speaker for their conference in late October. Maureen originally intended to invite Ms. DeLaurentiis to speak at the Council of Councils meeting on October 22, but Kathy Miller did not support that idea.

5. **Newsletter** – Marlene Lees solicited “Tips of the Month,” recipes and any other articles that the Senators might wish to contribute to the September newsletter. She also asked for our help in taking plenty of pictures at the picnic to include in the newsletter.

New Business:

6. Laura Owens reminded all committee chairs to bring any new changes or events within their committees to the full senate for discussion and approval.
7. Laura Owens reviewed all new members of the senate and all out going or old members of the senate in an effort to update the Civil Service Senate website which she will do between now and the next senate meeting in September.

Old Business:

8. Employee of the Month – Laura Owens informed the Senate that Gail Bradshaw still had some issues with the EOM qualifications and continues to feel that the award has turned into more of a popularity contest rather than an award on merit. The EOM Committee felt that their tightening of the qualifications at Gail’s earlier request were adequate and fair. They suggested that if Gail still had some issues that she should plan to meet with the EOM committee separately to discuss the issues and hopefully resolve them.

Other:

9. Pulchratia Kinney-Smith attended today’s meeting and helped to clarify and answer questions regarding the “Pilot Program” and other employee related issues.

Adjournment: Motion to adjourn the meeting was made by Marlene Lees, seconded by Sandi Kawanna. All agreed. Meeting was adjourned at 12:05 pm